Book	Policy Manual
Section	3000 - Business & Non-Instructional Operations
Title	~~Sales, Trade-In, Disposal of Books, Equipment and Supplies Disposal of Obsolete or Surplus Equipment~~
Code	3260
Status	Active
Adopted	February 13, 2001

Replace with Shipmen legal below A.

~~SALES, TRADE-IN, DISPOSAL OF BOOKS, EQUIPMENT AND SUPPLIES DISPOSAL OR SURPLUS EQUIPMENT~~

Obsolete surplus equipment shall be sold only upon specific Board of Education approval. Such equipment shall not ordinarily be sold to an employee of the school district unless through open bidding or when equipment is offered for sale to the general public.

The Superintendent or designee will notify all other town agencies of that which is to be disposed, requesting a written reply within thirty (30) days as to any use to which they can put this property. Upon receipt of more than one request, the Board of Education will determine the agency which can make best use of the equipment. Materials transferred to town agencies shall be sold for a fair market value.

~~Disposition of Outdated Books~~

The Board of Education may, upon recommendation of the Superintendent of Schools or designee, authorize the disbursement or destruction of ~~outdated~~ books which are no longer useful to the educational program, ~~provided that such books are a minimum of ten years old and have been determined obsolete by the professional administrative staff.~~

materials and supplies

~~When books are sold either to used book vendors or shredders, this money must be returned to the town general fund. If and when such books are given to the PTO, the PTO may dispose of them as they wish. Any monies received therefrom can be retained in the PTO account.~~

Legal	Conn. Gen. Stat. §10-220 Duties of boards of Education.
	Conn. Gen. Stat. §10-240 Control of schools.
	Conn. Gen. Stat. §10-241 Powers of school districts.

Books, materials and supplies may be donated to local PTO, booster organizations, community organizations or other non-profits.